



**TOWN OF ROCKY HILL
MEETING – ACTIONS TAKEN**

NAME OF PUBLIC BOARD OR COMMISSION	Finance Committee
DATE OF MEETING	July 15, 2015
PERSON PREPARING	Jo-Anne Booth, Recording Secretary

MEMBERS PRESENT

1. Cathy Vargas, Chairwoman	2. Guy Drapeau (Councilor)
3. Bill MacDonald (Councilor)	4. Also present: John Mehr (Finance Director)
5. Guy Scaife (Town Manager)	6. Mona McKim (Treasurer)
7. Elaine McKim (Tax Collector) (Left at 4:43 p.m.)	8. Steve Sopelak (Town Engineer) (Left at 4:35 p.m.)
9.	10.

MEMBERS ABSENT

1.	2.
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1st ACTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Drapeau made a motion to approve the Minutes of the June 10, 2015 meeting of the Finance Committee. The motion was seconded by Councilor MacDonald and adopted unanimously.

2nd ACTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Drapeau made a motion to approve the Resolution for the Award of Bid – Traffic Guidelines – Line Striping and forward this to the Town Council for its Consent Agenda. The motion was seconded by Councilor MacDonald and adopted unanimously.

BE IT RESOLVED that the award of bid for traffic guidelines be awarded to Atlantic Pavement Marking, Inc., Prospect, CT at a bid price of \$32,549.73. The Town participated in the Capital Region Council of Governments (CRCOG) Capital Region Purchasing Council traffic guidelines bid and this pricing is valid for the 2015 calendar year. This service will be charged to the Engineering Department – budget line 01-300-401-5326 for Fees – Markings in the 2015-2016 budget year.

3rd ACTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Drapeau made a motion to approve the Resolution for the Property Tax Refund and

forward this to the Town Council for its Consent Agenda. The motion was seconded by Councilor MacDonald and adopted unanimously.

BE IT RESOLVED THAT a tax refund in the following amount be and is hereby authorized for the following taxpayers:

<u>List Number</u>	<u>Name</u>	<u>Amount</u>
2013-01-16234	Elona Sinani 31 Birch Rd Rocky Hill, CT 06067	\$1,838.88

Report And Recommendation

Town Council authorization is required for tax refunds in excess of \$1,500. This refund is due to overpayment by taxpayer in connection with refinancing. Passage of this resolution is recommended.

4th ACTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Drapeau made a motion to approve the Resolution – Approval – Increase the Authorization Limits to Refund the Overpayment of Property Tax and forward this to the Town Council for its Consent Agenda. The motion was seconded by Councilor MacDonald and adopted unanimously.

WHEREAS, by Town Council resolution dated December 6, 1999, the Town Manager or the Finance Director were authorized to act upon applications for tax abatements and tax refunds in an amount not to exceed fifteen hundred (\$1,500) dollars.

NOW, THEREFORE BE IT RESOLVED that the Rocky Hill Town Council adopts the following authorization guidelines to act upon the application for tax abatements and for tax refunds in the following amounts:

Up to \$10,000 – the Town Manager and the Finance Director;

Greater Than \$10,000 – the Finance Committee to the Town Council.

5th ACTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Drapeau made a motion to approve the Resolution – Board of Education Return of Funds to the General Fund And Reserve for Capital and Nonrecurring Expenditures Fund: School Improvements and forward this to the Town Council for its Consent Agenda. The motion was seconded by Councilor MacDonald and adopted unanimously.

WHEREAS, the Town of Rocky Hill Board of Education (BOE) Superintendent of Schools has notified the Town of Rocky Hill's Town Manager that the BOE will be returning to the Town \$121,926.74 of unexpended – unencumbered funds from the budget year ending June 30, 2015.

BE IT RESOLVED THAT the BOE request that the Town Council approves \$121,926.74 of the funds being returned by the BOE be applied towards improvements to school facilities as

recommended by the BOE.

BE IT RESOLVED THAT the Town Manager is authorized to expend \$121,926.74 of the funds that is being returned by the BOE to the General Fund for the budget year ending June 30, 2015, toward the costs of improvements to school facilities.

THEREFORE, BE IT RESOLVED THAT being notified by the BOE that the amount of funds being returned by the BOE to the General Fund for the budget year ending June 30, 2015 is \$121,926.74. The Finance Director is authorized to transfer \$121,926.74 from the General Fund to the Reserve for Capital and Nonrecurring Expenditure Fund to a designated project line called School Improvements – West Hill School Restrooms Upgrades. This transfer would be effective prior to June 30, 2015.

6th ACTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Drapeau made a motion to adjourn the meeting at 5:00 p.m. The motion was seconded by Councilor MacDonald and adopted unanimously.

**DRAFT MEETING MINUTES TO BE AVAILABLE WITHIN SEVEN CALENDAR DAYS FOR
REGULAR MEETINGS AND WITHIN SEVEN WORKDAYS FOR SPECIAL MEETINGS.**